

Florida Gulf Coast University
Post Audit Feedback

Name:	Title:
Audit Conducted:	Date:

	Yes	No	Comments
Pre-Audit Engagements			
Did you receive a letter announcing the audit at least ten working days in advance of the audit start date?			
Was an entrance interview held with you prior to, or concurrent with, the start of the audit?			
Were the audit goals, objectives, and locations to be audited discussed with you during the entrance interview?			
Were your ideas and/or concerns about the audit solicited during the interview?			
Was a tentative time frame for an exit briefing set during the entrance interview?			
Audit Process			
Were the auditors responsive to any unique operational situations your facilities may present?			
Were the auditors responsive to your ideas and/or concerns regarding the audit?			
Were you periodically briefed or otherwise kept adequately and promptly informed on major issues as they developed during the audit?			
Exit Conference and Report			
Was a report copy provided to you within ten working days of the exit conference?			
Were you or key members of your staff previously informed of all major issues contained in the draft report?			
At the exit conference, were all findings discussed with you in the level of detail you desired?			
At the exit conference, were the auditors flexible in addressing issues of word changes, style, and perspective of findings?			
Were reply instructions discussed during the exit conference?			
Do you feel this audit added value to your department?			
General Follow-Up			
Are you familiar with how to report violations of FGCU regulations and policies?			